

APPENDIX 5

WORK HEALTH AND SAFETY MANAGEMENT PLAN

Pollution Response Management Plan

Shellharbour Boatyard



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Appendix 4 – Pollution Incident Response Management Plan (PIRMP)

1.0 Introduction

Background

The Protection of the Environment Legislation Amendment Act 2011 (Act) introduced significant reforms to strengthen the reporting, management and public communication of pollution incidents in NSW.

A key component of these reforms is the requirement for all relevant Licencee's to prepare, maintain, test and implement a Pollution Incident Response Management Plan (PIRMP) to ensure a prompt, coordinated and transparent response to any pollution event.

Objective

The objectives of the Plan are to:

- Identify procedures for contacting the relevant authorities including the EPA, the local council, SafeWork NSW, Fire and Rescue NSW and their contact details.
- Procedures for contacting the owners or occupiers of premises in the vicinity.
- The procedures for communicating with the community.
- Mechanisms for providing early warnings and regular updates to premises in the vicinity.
- Identify the community engagement protocol for notifying people living or working within the vicinity of a pollution incident and keeping them informed of relevant matters

Contact Details

The project Emergency Response Plan (ERP) provides a list of Hutchinson Builders staff who are appointed as the Emergency Control Structure Team (ECS).

The site will allocate pollution-incident response duties to the nominated ECS individuals outlined in the ERP. Response actions will be undertaken by the personnel available at the time of the incident. The ECS personnel will coordinate and carry out the required actions in line with this Plan and the broader Emergency Response Plan (ERP).

Communicating with Neighbours and the Local Community

The occurrence of a pollution incident does not automatically require notification of neighbours or the surrounding community. The need to notify must be determined through an assessment by the appointed ECS team, taking into account factors such as the type of pollutant involved, prevailing and forecast wind conditions, the height, magnitude and spreading characteristics of any emission, and the direction and potential impact of stormwater flows.

Notification will only be initiated where this assessment indicates a real or potential risk of harm to people, property, or the environment beyond the site boundary.

As appropriate to the circumstance, communication can make use of:

- Email to community / Council Representative
- Letter box drops
- Door knocking

Notification of Immediate Neighbours

This section will be Implemented where a need to notify has been determined and:

- Potential effects of the pollution incident are considered to be localised to immediate site neighbours; or
- Potential effects of the pollution incident are considered to be widespread and applicable to the general community.

Neighbours who are within a close proximity of the site operating facilities have been identified by Hutchinson Builders.

In the event of a pollution incident occurring, consideration needs to be given to notifying the premises occupiers where it is deemed that the pollution incident may put those premises or the occupiers at risk.

Any notification made should seek to provide where possible detail regarding any possible controls that have been implemented.

Notification of Community

Implement this section where a need to notify the community has been determined and:

- Potential effects of the pollution incident are considered to be widespread and applicable to the general community.

Where an environmental / pollution incident poses a risk to the community the Hutchinson Builders ECS team (as identified in the Hutchinson Builders ERP) will notify the Project Manager from Shellharbour City Council before any notification to the community proceeds.

Actions to be taken during or immediately after a Pollution Incident

Immediately after a pollution incident has taken place, the following actions will be implemented:

Post Emergency

- Notify and Co-ordinate, along with authorities and other notified persons, the actions to be taken to address the pollution caused by the incident.
- Conduct a debriefing to discuss the response to the emergency, identify any issues, and suggest improvements.
- Investigate the cause and report in alignment with incident reporting procedures.
- Document the incident and the response for further reference and training.
- Review the effectiveness of the Emergency Response Plan / PIRMP.
- Implement Pollution Incident Response Management Plan (PIRMP), inclusive of consideration of the need and frequency with which to notify neighbours and community.
- Where possible and safe to do so, isolate the equipment or process causing the pollution incident and make area safe.
- Arrange for disposal of recovered pollutants. This may necessitate temporary storage on site in tanks, containers or pits.

Annexure 1 – Publicly available Information

This Annexure has been prepared for the purposes of online publication of requirements relating to the site Pollution Incident Response Management Plan.

It contains a direct reproduction of content drawn from the Pollution Incident Response Management Plan though has been modified to exclude personal information within the meaning of the *Privacy and Personal Information Act 1998*.

Contacting Relevant Authorities to Notify a Pollution Incident

If there is an immediate threat to human health or property, Hutchinson Builders ECS Team / Team HSE Manager are authorised to contact Emergency Response Services nominated in the Emergency Contacts table below.

📞 Emergency Response Services			
Emergency Services / Police	Phone 000	SafeWork NSW	Phone 13 10 50
Poisons Hotline	Phone 13 11 26	EPA NSW	Phone 13 15 55
Electricity Supplier	Phone 131 003 – Endeavour Energy	Water Supplier	Phone 13 20 90 – Sydney Water
NBN Co NswAct	Phone 1800 626 329 – NBN	Gas Supplier	Phone 131 909 – Jemena Gas
		Telstra NSW Central	Phone 132 203 – Telstra NSW

Review History

Version No.	Date	Amendments
A	15/04/2026	Preperation of PIRMP for Construction <ul style="list-style-type: none"> Inclusion of the PIRMP within Annexure 5 of the Hutchies ERP